



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

5/12/14

Jamie Fullenkamp
1274 272nd Ave
West Point IA 52656

Dear Jamie,

This letter is in regards to the 5/1/14 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Jamie needs to remove septic cleaner underneath of her bathroom sink and place lock on kitchen sink cabinet.

☐ 110.5(1)c The first-aid kit is sufficient to address first aid related to minor injury or trauma and stored in an area not accessible to children.

Jamie needs to have gloves placed in her first aid kit.

☐ 110.5(1)d Medicines are given only with written authorization from the doctor or parent.

Jamie needs to have parental consent form signed for Tylenol of daycare child that is present in her home.

☐ 110.5(1)d Medicines are inaccessible to children.

Jamie needs to move medications that are present in her bathroom medicine cabinet to a higher, inaccessible area for children.

☐ 110.5(1)e Electrical wiring shall be maintained.

Jamie needs to replace wall plate for outlet in living room; cover plate for outlet box in living room; cover plate for light switch in living room; cover plate for two outlets in kitchen; and 2 cover plates for light switches in kitchen.

☐ 110.5(1)e All accessible electrical outlets are safely capped.

Jamie needs to place safety caps in 3 outlets in living room.

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

☐ 110.5(1)h Is fenced off when located on a busy thoroughfare or near a hazard.

Jamie will need to fence in her play area behind her out building since there is a pond in close proximity to her outdoor play area. Jamie will not allow the children to play outside until the fence has been set up. Jamie will sign voluntary safety plan to this effect and return to the department by May 19, 2014

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.

Jamie needs to complete and post.

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

Jamie needs to complete and post.

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

Jamie needs to practice monthly and document.

☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.

Jamie will need to have appropriate sized extinguishers for her main floor area.

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

Jamie will need to place smoke detectors in her upstairs bedroom (x2), living room and top of her basement steps.

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

Jamie needs to check monthly and document.

☐ 110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov.

Jamie needs to place compliant signs in her daycare home entrances/exits.

☐ 110.5(1)t Within 12 months of registration or renewal of registration, private sewer or wastewater has been tested for efficient functioning and improper leakage.

Jamie needs to contact the Lee County Sanitarian or septic service technician to complete inspection and provide documentation of this. This is not a DNR time of transfer inspection.

Lee County Diane Septer 319-372-5225 2218 Ave H,
Ste A

☐ 110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.

Jamie will have written documentation as to how she would care for a daycare child that becomes sick in her care prior to that child's parent coming to pick the child up.

☐ 110.5(2) A provider file is maintained and contains:

- ☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

Jamie needs to show documentation of current physical for Chandler, Chaz, Jayce, Chuck and herself . this can be accomplished using the new provider physical form.

- ☐ 110.5(2)b Certificates or training verification documentation for:

- ☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

Jamie needs to provide documentation of current course completion for First Aid/CPR.

- ☐ 110.5(3) Activity Program.

- ☐ 110.5(3)e All play equipment and materials are in a safe condition, for both indoor and outdoor activities.

See 110.5(1) h.

- ☐ 110.5(4) The certificate of registration is displayed in a conspicuous place.

Jamie needs to display current certificate with her new address on it.

- ☐ 110.5(8) Children's Files

- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

- ☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

Need for O (7 mo)

- ☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

Need for O (7 mo)

- ☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need for O (7 mo)

- ☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Need physical for P.W., B.F., O.

- ☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need for O (7 mo)

- ☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for P.W., B.F., O.

- ☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

Need for M.H.

- ☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Need for A.B., B.F., O.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 6/26/14.**

- ☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **6/26/14**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Chad Reckling
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).